

**Wiggin Memorial Library  
Board of Trustees Meeting Agenda  
Monday, December 20, 2021, 6:30 PM  
Public welcome**

- I. Call to Order.
- II. Welcome / Guests.
- III. Review/Adoption of Minutes: 11/15/2021 and 12/2/2021  
[https://www.strathamnh.gov/node/643/minutes.](https://www.strathamnh.gov/node/643/minutes)
- IV. Director's Report: Questions about distributed report.
  - a. Appended: Coaching report.
- V. Old Business:
  - a. 2022 Budget. Presentation dates.
  - b. Policy Review status:
    - o Personnel.
    - o Health Emergency.
    - o Illness.
  - c. Communication skills training.
  - d. *OTHER*
- VI. Executive Session (non-public session if necessary) RSA 91-A:3.\*
- VII. New Business:
  - a. Employee appraisals.
  - b. *OTHER*
- VIII. Treasurer's Report: Questions about distributed report.
- IX. Next Meeting –
  - a. Regular Trustee meeting: January 17, 2021, 6:30 PM.
  - b. Budget presentation: Day/Time TBD
- X. Adjournment.

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**PUBLIC NOTICE:** Agendas will be posted in two public places a minimum of 24 hours prior to the meeting (RSA 91-A:2, II) and minutes will be available to the public upon request within 5 days of the meeting (RSA 91-A:3). Every effort will be made to post draft minutes on the town web site within 5 days.

**COVID-19 crisis:** please also see Governor's Emergency Order #12: Temporary modification of public access to meetings under RSA 91-A.

**\*NONPUBLIC SESSIONS:** Meetings or portions of meetings that the public may not attend. Begin in a properly noticed public meeting. A motion for nonpublic session is made and seconded, citing the statutory reason, and a majority roll call vote is taken. Once in the nonpublic session, only the reason(s) cited in the motion may be discussed. Minutes must be kept and (unless the board votes to seal them) made available to the public upon request within 72 hours after the meeting, whether or not approved yet. RSA 91-A:3. Nonpublic sessions are allowed only for reasons listed in RSA 91-A:3, II, including:

- Dismissal, promotion, compensation, disciplining, investigation or hiring of a public employee.
- Matters which would likely adversely affect the reputation of any non-board member.
- Buying, selling or leasing real or personal property if public discussion would give someone an unfair advantage over the municipality.
- Lawsuits filed or threatened in writing against the municipality, until fully adjudicated or settled.
- Preparation for and carrying out of emergency functions related to terrorism.